

Snoozefest @ Gumbuya World 2022

Information for Leaders

This information should be read in conjunction with the Event Information Booklet for parents and Guides. If, after reading both documents, you have any questions please email snoozefest@guidesvic.org.au.

Leaders who attend Snoozefest at Gumbuya World are there to ensure the safety and enjoyment of the youth members. Leaders who wish to attend should only register if they are willing and able to supervise youth members.

A number of Guides will be allocated to Leaders once registrations have closed. These will be Guides from within your own Unit, but may include extra Guides from other Units or Districts whose regular Leader is unable to attend.

For Snoozefest, there is no pre-selection or expression of interest process for Leaders.

Cost for adults is \$20 to attend, and an additional \$30 option to ride the rides.

Leaders wishing to attend must register themselves online before **registrations close Wednesday 31st August**

Leaders are encouraged to discuss with other adult volunteers in their Unit and/or District about which adults are attending from their local area **before** registering online.

Please keep in mind the following ratios from Girl Guides Australia when assessing how many Leaders you should send from your local area:

Guides 9 - 14	1:8 (1 Adult for every 8 Guides)
Guides 14 -17	1:10 (1 Adult for every 10 Guides)

Use these ratios as a guide and round up or down as necessary. For example, if you have 12 Guides attending, 1 leader would be suitable. If you have 18 Guides attending, 2 leaders would be more appropriate.

If you would like to attend Snoozefest but have no youth members attending from your Unit or District please contact snoozefest@guidesvic.org.au asap to be matched with another Unit or District unable to find leaders.

Before the event

Once registrations have closed, you will be contacted with a list of all registered girls that you will be responsible for supervising while at Snoozefest.

It is important that your contact details are accurate on the GGV database at the time of registration. Please note that your contact details will be provided to the Guides allocated to you.

Once you have received your list, you will need to ensure that you contact each Guide on your list and...

- Introduce yourself
- Arrange a way for Guides to find you at the meeting point outside of Gumbuya World (a sign? a crazy hat? colourful pants?)
- Remind them to bring their medication and Health Form
- Check that they have the correct bedding to be warm and dry
- Answer any questions (contact Snoozefest if you need help with these)

First Aid arrangements

Leaders travelling to Snoozefest with youth members should take a small First Aid Kit to ensure first aid can be administered if needed before and after the event (i.e. before 5.30 pm on Saturday and after 8.30 am on Sunday).

Health Forms will be emailed to all youth participants approximately two weeks before Snoozefest. This must be filled in within 24 hours of Snoozefest, and handed in to you upon sign-in. **No Health Form = No entry.**

Upon sign-in, your Guide must provide you as their allocated Leader with a copy of their current plan for any medical conditions listed on their Health Form (e.g. asthma management plan, anaphylaxis management plan etc.).

All personal medication (except asthma puffers and Epipens) must be:

- Handed in upon sign-in (this includes analgesics like paracetamol and ibuprofen)
- In its original packaging in a snap-lock bag clearly labelled with: Guide's full name, Unit, and dosage instructions
- Itemised on the Health Form

Please note that Girl Guides Victoria volunteers are not permitted to issue any medication to participants without the consent of their guardian.

As this is a State Event, all Youth Participants are formally under the care of our Event Leader In charge. To enable us to adequately manage and document participant health and wellbeing, if First Aid is required during Snoozefest 2022 (including taking medication), the Unit Leader and the Guide are asked to make their way to the First Aid area to see our Event First Aid Team.

If at any time you need assistance throughout the night, the Event First Aid Team will be wearing a high-visibility vest – so they'll be easy to spot!

On Sunday at 8.30 am Medication provided by Guides will be handed back to the Guides.

Leader Rides

Leaders have the option to enjoy unlimited rides along with the Guides. This will be at a discounted cost of **\$30 per adult**. If you would like to go rides whilst at Snoozefest, ensure you select this option and pay the amount during registration.

Cost

Cost to attend Snoozefest for adults is \$20. This covers catering and administration (badge etc).

Leader food

Refer to Information Booklet for details regarding food at Snoozefest.

Arrival and Departure

Arrival

Sign-in will be between 5:30 pm and 6:30 pm. Guides will need to gather in their Unit/District groups at the entrance to Gumbuya World

For safety reasons, due to limited space, **parents are asked to say their goodbyes as soon as Guides join their Unit/District group**. Parents will not have access to Gumbuya World while the event is on.

The allocated Unit Leader will gather each Guide's Health Form, and any medications. **Guides will not be permitted entry without an up-to-date Health Form.**

Once the full group has arrived, Unit Leaders will report to the Snoozefest organising committee. They will receive instructions on where bags and bedding will be placed inside of Gumbuya World.

Departure

Sign-out will be at 9am. After this time, all Guides will be in the care of their parents or Unit Leader.

All Guides will be required to be signed out by their parent or Unit Leader at the entrance gate before leaving Gumbuya World. Parents will not be allowed to access the Gumbuya World grounds.

Any early departures will need to be discussed with the Snoozefest committee prior to the event. These requests can be emailed at snoozefest@guidesvic.org.au.

Transport and Car Parking (including meter top up)

For those who are travelling on public transport, please refer to the Information Booklet for details.

For those who are planning to drive in, there is parking at Gumbuya World.

Bedding

We have put in a recommendation on how to “Build your own Bedroll” for Snoozefest. Please refer to the Information Booklet. We encourage you to organise a bed roll making night during the school term at girl guides to focus on appropriate bedding for sleeping under the stars and how to make a bedroll. Swags without frames are permitted, but must be able to be carried by the girl guides.

Please make sure that all tarps and bedding are clearly labeled with full names and Unit/District.